



Control Number: 50595



Item Number: 111

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## Public Utility Commission of Texas

### Employee Training Report Required by 16 Texas Admin. Code § 25.97(d)

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PUBLIC UTILITY COMMISSION  
FILING CLERK

**PROJECT NO.** 50595

**AFFECTED ENTITY:** Denton Municipal Electric

#### General Information

Pursuant to 16 Texas Admin. Code § 25.97(d)(2), not later than the 30th day after the date an affected entity finalizes a material change to a document or training program, the affected entity must submit an updated report. The first report must be submitted not later than May 1, 2020.

#### Instructions

Answer all questions, fill-in all blanks, and have the report notarized in the Affidavit.

#### Affidavit

A representative of the affected entity must swear to and affirm the truthfulness, correctness, and completeness of the information provided by attaching a signed and notarized copy of the Affidavit provided with this form.

#### Filing Instructions

Submit four copies (an original and three copies) of the completed form and signed and notarized Affidavit to:

Central Records Filing Clerk  
Public Utility Commission of Texas  
1701 N. Congress Avenue  
P.O. Box 13326  
Austin, Texas 78711-3326  
Telephone: (512) 936-7180

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**1. Provide a summary description of hazard recognition training documents you provide your employees related to overhead transmission and distribution facilities.**

DME's Overhead Transmission and Distribution hazard training consists of a curriculum prepared and presented by an outside vendor. The vendor is staffed with persons knowledgeable and expert in the fields of transmission, distribution, and substation engineering and operation. These persons are registered engineers in the state of Texas and are the creators and presenters of the program (contains copyrighted materials).

The course is presented to key DME personnel including Distribution Engineers and Technicians, Transmission Engineers, Transmission Operations/Maintenance supervisors, Distribution Construction supervisors, Substation supervisors.

The program is presented in two (2) major modules presented in Powerpoint slides with oral lecture over the course of three half days to personnel who are responsible for design and standards based on NESC and other regulatory requirements. The final day included personnel from Maintenance, Substations, and Construction. All attendees were informed of their responsibility to report hazards, existing practices and policies, and relevant NESC codes.

2. Provide a summary description of training programs you provide your employees related to the National Electrical Safety Code for construction of electric transmission and distribution lines.

The program DME has procured through an external vendor (summary above) contains materials and instruction specifically dealing with NESC subject matter.

Key program topics include:

1. Legal/Regulatory requirements
2. Employee's responsibility to report hazards and/or code or regulatory violations
3. Overview of NESC
4. Details of NESC requirements
5. Overhead line and associated appurtenances general requirements
6. Overhead line Relative Levels
7. Overhead line Clearances
8. Overhead line Hazards & Remedies - (Conditions, Defects, Remedies)
9. Overhead line Reporting and Correction

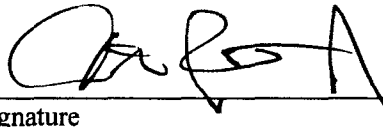
In addition to these materials, all DME employees are provided with a personal copy of the American Public Power Association Safety Manual which utilizes NESC guidance.

Affected Entity: Denton Municipal Electric

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## AFFIDAVIT

I swear or affirm that I have personal knowledge of the facts stated in this report or am relying on people with personal knowledge, that I am competent to testify to them, and that I have the authority to submit this report on behalf of the affected entity. I further swear or affirm that all statements made in this report are true, correct, and complete.



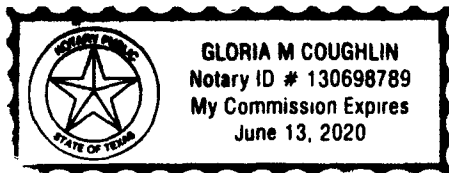
Signature

Antonio Puente Jr.  
Printed Name

CFO  
Job Title

Denton Municipal Electric  
Name of Affected Entity

Sworn and subscribed before me this 29th day of April, 2020.  
Month Year



Gloria M. Coughlin  
Notary Public in and For the State of Texas.  
My commission expires on June 13, 2020.